



CITY OF MIDDLETOWN VACANCY ANNOUNCEMENT

POSITION TITLE: YOUTH WORKER

SALARY RANGE: \$20.17 - \$29.86 per hour

HOURS OF WORK: 40 hr/wk, Flexible, Non Traditional Hours (Hours of work may include night meetings & some weekends)

The City of Middletown is accepting applications for the position of Youth Worker. This position is located in the Middletown Youth Services Bureau. Completed City of Middletown *Application for Employment* forms must be received in the Human Resources Division **no later than 4:30 p.m. on December 30, 2016**. Complete job description and application forms may be obtained in the Human Resources Division, Room 206, Middletown Municipal Building, 245 deKoven Drive, Middletown, Connecticut 06457; or, applications can be printed from our website at www.cityofmiddletown.com. Click on *Employment*. (Faxed or e-mailed applications are not accepted.)

MINIMUM TRAINING AND EXPERIENCE REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS: Bachelor's degree in Social Work, Youth/Community Development or a related field with four years of related positive youth development experience; or any combination of education and experience that provides equivalent knowledge, skills, and abilities. Position requires possession of a valid Connecticut driver's license; possession of a Connecticut V endorsement is preferred. (**Copy of required license must be attached to application**)

Successful applicants must be able to demonstrate that they meet the above listed training and experience requirements, as stated on the application form, or application may be rejected.

POSITION PURPOSE: The purpose of this professional position is to support the programmatic and community capacity building efforts of the Youth Services Bureau (YSB) for Middletown families, neighborhoods, and service providers. The work is performed under the direction of the Youth Services Coordinator.

ESSENTIAL DUTIES AND RESPONSIBILITIES (Examples of): Coordinates youth and community development activities for the YSB. Convene youth and adults in training programs, coordinates positive youth development programs and events in neighborhoods and schools. Delivers evidence-based curricula as well creates programmatic/event structures. Responsible for maintaining program supplies and monitoring program expenses. Provides support, training, and advocacy to/on behalf of Middletown students, families, neighborhoods, and social service providers. Facilitate public education presentations as well as attending and participating in local, regional, and state meetings at the discretion of YSB Coordinator. Supports the community coordinating function of the YSB. Provides support, case management and crisis intervention services for juveniles and their families including juveniles who has been abuse; advocates for clients; provides referrals to appropriate service agencies; provides information regarding options. Provides referrals and recruits for other social service agencies and programs. Works closely with and coordinates efforts with schools, police, Courts, and public/private agencies. Provides outreach to youth of all backgrounds and situations. Prepares case and statistical reports required; including State Department of Education and other grant reports. Performs other related functions as assigned or required.

CLOSING DATE: Completed *Application for Employment* forms must be received in the Human Resources Division **no later than 4:30 p.m. on December 30, 2016**. Incomplete applications or resumes submitted without the completed application form will not be considered.

The City of Middletown provides reasonable accommodation to persons with disabilities in accordance with the American with Disabilities Act (ADA). If you need accommodation in the application or testing process, please contact the Human Resources Division prior to the application closing date or the testing date, whichever is applicable.

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

Issued: 12/09/16